United Nations ST/IC/2006/53

Secretariat

4 December 2006

Information circular*

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: **Revised salary scales for staff in the General Service and related categories at Headquarters**

1. The current procedure for effecting interim adjustments to the salary scales for staff in the General Service and related categories at Headquarters calls for an adjustment in the net salaries of such staff by 90 per cent of the movement of the consumer price index (CPI) for New York, whenever the CPI has increased by 5 per cent or more over the level reached at the time of the previous revision of the salary scales, or every 12 months, whichever comes first.

2. The CPI for the month of October 2006 reflects a 2.35 per cent movement over the October 2005 index. In application of the above-mentioned procedure, the net salaries of staff in the General Service, Language Teacher, Public Information Assistant, Security Service and Trades and Crafts categories will be adjusted upwards by 2.12 per cent, with effect from 1 November 2006.

3. The amount of dependency allowances remains unchanged.

4. The amounts of the first and second language allowances will be revised, effective 1 November 2006, to $1,992 and $996 net per annum, respectively.

5. The implementation of the revised salary scales, which are contained in the annex to the present circular, will be effective 1 November 2006 and will be reflected in the end of December 2006 payroll.

* The present circular, which cancels and supersedes circular ST/IC/2005/61/Amend.2 dated 11 August 2006, will be in effect until further notice.

06-64182 (E) 081206

Annex

Salary scales for staff in the General Service and related categories at Headquarters

A. Salary scale for staff in the General Service category at Headquarters

(United States dollars)

Effective 1 November 2006

Level		*STEPS*										
		I	*II*	*III*	*IV*	*V*	*VI*	*VII*	*VIII*	*IX*	*X*	*XI*
7	(Gross)	63 307	65 997	68 687	71 377	74 067	76 757	79 446	82 136	84 826	87 516	90 206*
	(Gross pension)	61 625	64 131	66 639	69 146	71 654	74 162	76 669	79 177	81 684	84 191	86 699*
	(Total net)	48 682	50 538	52 394	54 250	56 106	57 962	59 818	61 674	63 530	65 386	67 242*
	(Net pension)	48 682	50 538	52 394	54 250	56 106	57 962	59 818	61 674	63 530	65 386	67 242*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
6	(Gross)	56 854	59 118	61 481	63 909	66 336	68 764	71 191	73 619	76 046	78 474	80 901*
	(Gross pension)	55 636	57 811	59 986	62 182	64 445	66 708	68 971	71 235	73 498	75 761	78 024*
	(Total net)	44 072	45 747	47 422	49 097	50 772	52 447	54 122	55 797	57 472	59 147	60 822*
	(Net pension)	44 072	45 747	47 422	49 097	50 772	52 447	54 122	55 797	57 472	59 147	60 822*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
5	(Gross)	51 182	53 230	55 277	57 324	59 372	61 522	63 717	65 913	68 109	70 304	72 500*
	(Gross pension)	50 182	52 150	54 117	56 085	58 054	60 022	62 003	64 052	66 099	68 148	70 195*
	(Total net)	39 875	41 390	42 905	44 420	45 935	47 450	48 965	50 480	51 995	53 510	55 025*
	(Net pension)	39 875	41 390	42 905	44 420	45 935	47 450	48 965	50 480	51 995	53 510	55 025*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
4	(Gross)	46 077	47 930	49 782	51 635	53 488	55 341	57 193	59 046	60 964	62 951	64 938*
	(Gross pension)	45 274	47 056	48 837	50 618	52 399	54 180	55 961	57 742	59 524	61 305	63 144*
	(Total net)	36 097	37 468	38 839	40 210	41 581	42 952	44 323	45 694	47 065	48 436	49 807*
	(Net pension)	36 097	37 468	38 839	40 210	41 581	42 952	44 323	45 694	47 065	48 436	49 807*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
3	(Gross)	41 416	43 097	44 778	46 459	48 141	49 822	51 503	53 184	54 865	56 546	58 227*
	(Gross pension)	40 800	42 415	44 030	45 646	47 261	48 877	50 491	52 107	53 722	55 338	56 953*
	(Total net)	32 648	33 892	35 136	36 380	37 624	38 868	40 112	41 356	42 600	43 844	45 088*
	(Net pension)	32 648	33 892	35 136	36 380	37 624	38 868	40 112	41 356	42 600	43 844	45 088*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
2	(Gross)	37 344	38 806	40 280	41 801	43 323	44 845	46 366	47 888	49 409	50 931*	
	(Gross pension)	36 780	38 243	39 705	41 169	42 631	44 094	45 557	47 019	48 482	49 945*	
	(Total net)	29 555	30 681	31 807	32 933	34 059	35 185	36 311	37 437	38 563	39 689*	
	(Net pension)	29 555	30 681	31 807	32 933	34 059	35 185	36 311	37 437	38 563	39 689*	
	(NPC)	0	0	0	0	0	0	0	0	0	0*	
1	(Gross)	33 701	35 023	36 345	37 668	38 990	40 324	41 700	43 076	44 451*		
	(Gross pension)	33 138	34 460	35 783	37 104	38 427	39 749	41 072	42 394	43 716*		
	(Total net)	26 750	27 768	28 786	29 804	30 822	31 840	32 858	33 876	34 894*		
	(Net pension)	26 750	27 768	28 786	29 804	30 822	31 840	32 858	33 876	34 894*		
	(NPC)	0	0	0	0	0	0	0	0	0*		

(06-41812)

Dependency allowances (US$ net per annum):

Child	2 083[a]
	2 217[b]
Except for the first dependent child of a single, widowed or divorced staff member	2 879[a]
	3 246[b]
Dependent spouse	3 336[a]
	3 562[b]
Secondary dependant	1 257[a]
	1 307[b]
	1 318[c]

Language allowances (to be included in pensionable remuneration) (US$ net per annum):

First language	1 992
Second language	996

[a] Payable to staff who become eligible on or after 1 September 2006.
[b] Payable to eligible staff on board and already in receipt of amount prior to 1 September 2006.
[c] Payable to eligible staff on board and already in receipt of amount prior to 1 June 2004.

Increments: sa.. · increments within the levels shall be awarded annually on the basis of satisfactory service.

- Long-service step:
  Step XI at levels G-3 to G-7, step X at level G-2 and step IX at level G-1 are long-service steps.

  The qualifying criteria for in-grade increases to the long-service step are as follows:
  - The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade;
  - The staff member's service should have been satisfactory.

Gross: Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.

Gross pension: Gross pensionable salaries have been derived through application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.

Total net: Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.

Net pension: Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e. 100 per cent of total net salaries.

NPC: Non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

B. Salary scale for staff in the Language Teacher category at Headquarters

(United States dollars)

Effective 1 November 2006

Level		*STEPS*											
		I	*II*	*III*	*IV*	*V*	*VI*	*VII*	*VIII*	*IX*	*X*	*XI*	*XII*[a]
Language Teacher	(Gross)	68 867	71 332	73 797	76 262	78 728	81 193	83 658	86 123	88 588	91 054	93 519	95 984
	(Gross pension)	66 802	69 101	71 400	73 699	75 998	78 297	80 596	82 896	85 195	87 493	89 793	92 092
	(Total net)	52 518	54 219	55 920	57 621	59 322	61 023	62 724	64 425	66 126	67 827	69 528	71 229
	(Net pension)	52 518	54 219	55 920	57 621	59 322	61 023	62 724	64 425	66 126	67 827	69 528	71 229
	(NPC)	0	0	0	0	0	0	0	0	0	0	0	0

Increments: salary increments within the levels shall be awarded annually on the basis of satisfactory service.

Work schedule: the yearly schedule of work consists of three terms of 13 weeks each. There is a summer recess and there are scheduled breaks between terms. Leave taken during the recess and the breaks in excess of the annual leave entitlement provided in the Staff Rules is treated as special leave with pay.

Dependency allowances (US$ net per annum):

Child	2 083[a]
	2 217[b]
Except for the first dependent child of a single, widowed or divorced staff member	2 879[a]
	3 246[b]
Dependent spouse	3 336[a]
	3 562[b]
Secondary dependant	1 257[a]
	1 307[b]
	1 318[c]

[a] Payable to staff who become eligible on or after 1 September 2006.
[b] Payable to eligible staff on board and already in receipt of amount prior to 1 September 2006.
[c] Payable to eligible staff on board and already in receipt of amount prior to 1 June 2004.

Language allowances: not entitled.

- Long-service step:
  The qualifying criteria for in-grade increases to the long-service step are as follows:
  - The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade;
  - The staff member's service should have been satisfactory.

Gross: Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.

Gross pension: Gross pensionable salaries have been derived through application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.

Total net: Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.

Net pension: Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e. 100 per cent of total net salaries.

NPC: Non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

C. Salary scale for staff in the Public Information Assistant category at Headquarters

(United States dollars)

Effective 1 November 2006

Level		*STEPS*				
		I	*II*	*III*	*IV*	*V*
Tour Coordinator/Supervisor and Briefing Assistant[a]	(Gross)	55 642	58 393	61 228	64 178	67 129
	(Gross pension)	54 469	57 114	59 758	62 433	65 184
	(Total net)	43 175	45 211	47 247	49 283	51 319
	(Net pension)	43 175	45 211	47 247	49 283	51 319
	(NPC)	0	0	0	0	0
Public Information Assistant II and Tour Coordinator	(Gross)	48 986	51 109	53 232	55 355	57 478
	(Gross pension)	48 075	50 115	52 155	54 194	56 234
	(Total net)	38 250	39 821	41 392	42 963	44 534
	(Net pension)	38 250	39 821	41 392	42 963	44 534
	(NPC)	0	0	0	0	0
Public Information Assistant I	(Gross)	44 936	46 874			
	(Gross pension)	44 180	46 044			
	(Total net)	35 253	36 687			
	(Net pension)	35 253	36 687			
	(NPC)	0	0			

[a] Includes Briefing Assistant as at 1 September 1991.

Reserve guides are paid by the day in accordance with the above rates.

Increments: salary increments within the levels shall be effective on the first day of the pay period in which satisfactory service requirements are completed, as follows:

Public Information Assistant I	6 months
Public Information Assistant II	12 months

No increments shall be paid in the case of staff members whose service will cease during the month in which the increment would ordinarily have been due.

Dependency allowances (US$ net per annum):

Child	2 083[a] 2 217[b]
Except for the first dependent child of a single, widowed or divorced staff member	2 879[a] 3 246[b]
Dependent spouse	3 336[a] 3 562[b]
Secondary dependant	1 257[a] 1 307[b] 1 318[c]

[a] Payable to staff who become eligible on or after 1 September 2006.
[b] Payable to eligible staff on board and already in receipt of amount prior to 1 September 2006.
[c] Payable to eligible staff on board and already in receipt of amount prior to 1 June 2004.

Language allowances: not entitled.

Gross:	**Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.**
Gross pension:	**Gross pensionable salaries have been derived through application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.**
Total net:	**Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.**
Net pension:	Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e. 100 per cent of total net salaries.
NPC:	Non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

D. Salary scale for staff in the Security Service category at Headquarters

(United States dollars)

Effective 1 November 2006

Level		STEPS												
		I	*II*	*III*	*IV*	*V*	*VI*	*VII*	*VIII*	*IX*	*X*	*XI*	*XII*	*XIII*
7	(Gross)	84 226	87 520	90 814	94 109	97 403	100 697	103 991	107 286	110 580*				
	(Gross pension)	81 125	84 197	87 269	90 340	93 480	96 774	100 068	103 363	106 657*				
	(Total net)	63 116	65 389	67 662	69 935	72 208	74 481	76 754	79 027	81 300*				
	(Net pension)	63 116	65 389	67 662	69 935	72 208	74 481	76 754	79 027	81 300*				
	(NPC)	0	0	0	0	0	0	0	0	0*				
6	(Gross)	77 984	81 051	84 117	87 184	90 251	93 317	96 384	99 451	102 517*				
	(Gross pension)	75 306	78 166	81 025	83 884	86 744	89 603	92 463	95 528	98 595*				
	(Total net)	58 809	60 925	63 041	65 157	67 273	69 389	71 505	73 621	75 737*				
	(Net pension)	58 809	60 925	63 041	65 157	67 273	69 389	71 505	73 621	75 737*				
	(NPC)	0	0	0	0	0	0	0	0	0*				
5	(Gross)	71 696	74 546	77 397	80 248	83 099	85 949	88 800	91 651	94 501*				
	(Gross pension)	69 444	72 101	74 759	77 417	80 074	82 733	85 391	88 048	90 706*				
	(Total net)	54 470	56 437	58 404	60 371	62 338	64 305	66 272	68 239	70 206*				
	(Net pension)	54 470	56 437	58 404	60 371	62 338	64 305	66 272	68 239	70 206*				
	(NPC)	0	0	0	0	0	0	0	0	0*				
4	(Gross)	65 322	67 935	70 548	73 161	75 774	78 387	81 000	83 613	86 226*				
	(Gross pension)	63 495	65 933	68 369	70 807	73 244	75 681	78 118	80 555	82 992*				
	(Total net)	50 072	51 875	53 678	55 481	57 284	59 087	60 890	62 693	64 496*				
	(Net pension)	50 072	51 875	53 678	55 481	57 284	59 087	60 890	62 693	64 496*				
	(NPC)	0	0	0	0	0	0	0	0	0*				
3	(Gross)	60 903	62 954	65 004	67 055	69 106	71 157	73 207	75 258	77 309	79 359	81 410*		
	(Gross pension)	59 464	61 303	63 201	65 114	67 026	68 939	70 852	72 765	74 677	76 590	78 503*		
	(Total net)	47 023	48 438	49 853	51 268	52 683	54 098	55 513	56 928	58 343	59 758	61 173*		
	(Net pension)	47 023	48 438	49 853	51 268	52 683	54 098	55 513	56 928	58 343	59 758	61 173*		
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*		
2	(Gross)	54 874	56 603	58 331	60 064	61 917	63 771	65 625	67 478	69 332	71 186	73 039	74 893	76 746*
	(Gross pension)	53 736	55 396	57 056	58 717	60 377	62 053	63 781	65 509	67 237	68 965	70 693	72 419	74 147*
	(Total net)	42 607	43 886	45 165	46 444	47 723	49 002	50 281	51 560	52 839	54 118	55 397	56 676	57 955*
	(Net pension)	42 607	43 886	45 165	46 444	47 723	49 002	50 281	51 560	52 839	54 118	55 397	56 676	57 955*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0	0	0*
1	(Gross)	48 904	50 454											
	(Gross pension)	47 995	49 485											
	(Total net)	38 189	39 336											
	(Net pension)	38 189	39 336											
	(NPC)	0	0											

Dependency allowances (US$ net per annum):

Child	2 083[a]
	2 217[b]
Except for the first dependent child of a single, widowed or divorced staff member	2 879[a]
	3 246[b]
Dependent spouse	3 336[a]
	3 562[b]
Secondary dependant	1 257[a]
	1 307[b]
	1 318[c]

Language allowances (to be included in pensionable remuneration) (US$ net per annum):

First language	1 992
Second language	996

[a] Payable to staff who become eligible on or after 1 September 2006.
[b] Payable to eligible staff on board and already in receipt of amount prior to 1 September 2006.
[c] Payable to eligible staff on board and already in receipt of amount prior to 1 June 2004.

Increments: salary increments within the levels shall be awarded annually on the basis of satisfactory service.

- Long-service step:
  Step IX at levels S-4 to S-7, step XI at level S-3 and step XIII at level S-2 are long-service steps.

  The qualifying criteria for in-grade increases to the long-service step are as follows:

  - The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade;
  - The staff member's service should have been satisfactory.

Gross: Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.

Gross pension: Gross pensionable salaries have been derived through application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.

Total net: Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.

Net pension: Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e. 100 per cent of total net salaries.

NPC: Non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

E. Salary scale for staff in the Trades and Crafts category at Headquarters

(United States dollars)

Effective 1 November 2006

Level		*STEPS*						
		I	*II*	*III*	*IV*	*V*	*VI*	*VII**
TC-8	(Gross)	77 775	80 496	83 216	85 936	88 657	91 377	94 097
	(Gross pension)	75 111	77 647	80 184	82 720	85 257	87 793	90 329
	(Total net)	58 665	60 542	62 419	64 296	66 173	68 050	69 927
	(Net pension)	58 665	60 542	62 419	64 296	66 173	68 050	69 927
	(NPC)	0	0	0	0	0	0	0
TC-7	(Gross)	72 867	75 432	77 997	80 562	83 128	85 693	88 258
	(Gross pension)	70 534	72 926	75 318	77 709	80 101	82 493	84 884
	(Total net)	55 278	57 048	58 818	60 588	62 358	64 128	65 898
	(Net pension)	55 278	57 048	58 818	60 588	62 358	64 128	65 898
	(NPC)	0	0	0	0	0	0	0
TC-6	(Gross)	67 964	70 371	72 778	75 186	77 593	80 000	82 407
	(Gross pension)	65 960	68 205	70 451	72 696	74 941	77 186	79 432
	(Total net)	51 895	53 556	55 217	56 878	58 539	60 200	61 861
	(Net pension)	51 895	53 556	55 217	56 878	58 539	60 200	61 861
	(NPC)	0	0	0	0	0	0	0
TC-5	(Gross)	63 072	65 322	67 571	69 820	72 070	74 319	76 568
	(Gross pension)	61 411	63 498	65 596	67 693	69 791	71 888	73 986
	(Total net)	48 520	50 072	51 624	53 176	54 728	56 280	57 832
	(Net pension)	48 520	50 072	51 624	53 176	54 728	56 280	57 832
	(NPC)	0	0	0	0	0	0	0
TC-4	(Gross)	58 304	60 274	62 367	64 459	66 552	68 645	70 738
	(Gross pension)	57 029	58 904	60 779	62 695	64 646	66 598	68 549
	(Total net)	45 145	46 589	48 033	49 477	50 921	52 365	53 809
	(Net pension)	45 145	46 589	48 033	49 477	50 921	52 365	53 809
	(NPC)	0	0	0	0	0	0	0
TC-3	(Gross)	53 730	55 541	57 351	59 162	61 043	62 986	64 928
	(Gross pension)	52 634	54 374	56 114	57 854	59 593	61 333	63 131
	(Total net)	41 760	43 100	44 440	45 780	47 120	48 460	49 800
	(Net pension)	41 760	43 100	44 440	45 780	47 120	48 460	49 800
	(NPC)	0	0	0	0	0	0	0
TC-2	(Gross)	49 186	50 845	52 503	54 161	55 819	57 477	59 135
	(Gross pension)	48 264	49 858	51 452	53 046	54 640	56 234	57 829
	(Total net)	38 398	39 625	40 852	42 079	43 306	44 533	45 760
	(Net pension)	38 398	39 625	40 852	42 079	43 306	44 533	45 760
	(NPC)	0	0	0	0	0	0	0
TC-1	(Gross)	44 593	46 107	47 620	49 134	50 647	52 161	53 674
	(Gross pension)	43 851	45 307	46 761	48 216	49 671	51 125	52 581
	(Total net)	34 999	36 119	37 239	38 359	39 479	40 599	41 719
	(Net pension)	34 999	36 119	37 239	38 359	39 479	40 599	41 719
	(NPC)	0	0	0	0	0	0	0

Dependency allowances (US$ net per annum):

Child	2 083[a] 2 217[b]
Except for the first dependent child of a single, widowed or divorced staff member	2 879[a] 3 246[b]
Dependent spouse	3 336[a] 3 562[b]
Secondary dependant	1 257[a] 1 307[b] 1 318[c]

Language allowances (to be included in pensionable remuneration) (US$ net per annum):

First language	1 992
Second language	996

[a] Payable to staff who become eligible on or after 1 September 2006.
[b] Payable to eligible staff on board and already in receipt of amount prior to 1 September 2006.
[c] Payable to eligible staff on board and already in receipt of amount prior to 1 June 2004.

Increments: salary increments within the levels shall be awarded annually on the basis of satisfactory service.

- Long-service step:
  The qualifying criteria for in-grade increases to the long-service step are as follows:
  - The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade;
  - The staff member's service should have been satisfactory.

Gross: Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.

Gross pension: Gross pensionable salaries have been derived through application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.

Total net: Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.

Net pension: Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e. 100 per cent of total net salaries.

NPC: Non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.